



DEPARTMENTAL REPORT

TO: CMP Governing Board Members
FROM: Lisa Coates, Human Resources Manager
CC: Gary Bowman, Executive Director
Carrie Klagenberg, Governing Board Secretary
DATE: September 14, 2015

SUBJECT: Outcome of CMP's first Substitute Job Fair (September 3, 2015)

- 20 Candidates attended the job fair, 17 of these interviewed in the afternoon and 2 interviewed at my make-up interview date: Friday, September 11th.
- Candidates heard about the fair via:
 - Applications through EdJoin and personalized email from me (highest numbers)
 - Sacramento Bee ad (three days prior to the Job Fair and SacBee.com)
 - Craig's List

All 17 candidates were passed through by the interview teams, some as CTC subs and some (three) with a recommendation that they start as TA subs to gain more experience.

Not all 14 "YES" candidates hold 30-day sub permits or teaching credentials. I will be working with these folks to help them navigate the process. They will start as TA subs until they have a minimum of a 30-day substitute permit.

Subsequent to the job fair, I interviewed and cleared 5 more subs (all CTC) on our makeup interview day of September 11th, as well as one very strong TA sub who attended the morning job fair workshops and is making a career change and looking to pursue his teaching credential in the future.

I have 5 more interviews scheduled for Wednesday, September 16th, and all cleared candidates will be invited to complete orientation and paperwork on Friday, September 18th or Tuesday, September 22nd.

By the end of September, we should have added 27 subs (CTC and TA) to an already established list of 30+ returning CTC subs, to achieve my goal of 50+ substitutes in our network pool to start the year! (Approximate ratio of 1 sub for every 3 certificated employees. In comparison, River Delta School District, a small district comparable in size to CMP has 6 subs available for the entire district.)

Next sub fair is Thursday, January 28, 2016 at the CMP Central Administration Office, Gibbons Conference Room. All board members are invited to assist with the afternoon interview panels.